Hero Security Consultants 123 Super Powers Blvd., Suite A Metropolis, NY 12345-6789 PH: (888) 555-1212

FX: (888) 555-1313



October 6, 2003

Washington State Department of Transportation PO Box 47323 Olympia, WA 98504-7323

Subject: Hourly Rate Statement

Attention: Director of Consultant Services

Below are the hourly billing rates for the On-Call Super Hero Security Services. These rates are fully burdened and are the lowest rates charged to our clients. These rates are valid from July 1, 2003, until June 30, 2004.

Classification	Min. Hourly Rate	Max. Hourly Rate
Principal	\$75.00	\$75.00
Project Manager	\$55.00	\$60.00
Sr. Security Specialist	\$35.00	\$45.00
Jr. Security Specialist	\$25.00	\$35.00
Administrative Support	\$12.50	\$15.00

The CONSULTANT shall comply with the rules and regulations regarding travel costs (excluding air, train, and rental car costs) in accordance with the STATE, Department of Transportation's Accounting Manual M 13-82, Chapter 10 – Travel Rules and Procedures, revisions thereto. However, Air, train, and rental car costs shall be reimbursed in accordance with 48 Code of Federal Regulations (CFR) Part 31.205-46 "Travel Costs." All sub-consultant costs and direct reimbursables will be at cost with no mark-ups.

Respectfully,

SUPER MAN Principal-in-Charge